

**CITY OF WEST DES MOINES  
PARKS AND RECREATION ADVISORY BOARD  
AGENDA**

**5:30 p.m.  
Thursday, November 19, 2020**

***Due to the State Public Health Emergency Declaration regarding COVID-19, this meeting will be conducted electronically pursuant to Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds dated March 19, 2020. Members of the public wishing to participate in this meeting are encouraged to do so telephonically, by calling: 515-207-8241, Enter Conference ID: 758 862 3#***

- 1. Call to Order / Approval of Agenda**
- 2. Citizen Forum**
- 3. Approval of Minutes of October 15, 2020 Meeting**
- 4. Old Business**
- 5. New Business**
  - A. Motion – Approval of FY 21-22 Parks Capital Improvement Program
  - B. Motion – Approval of Alternate Plans for Parkland Dedication
    1. Taxium Mixed Use / Union 315 Development
    2. Glen Meadows Retirement Community
    3. MidTown Redevelopment
    4. Cedar Ridge Plat 3
  - C. Motion – Approval of Fees and Charges – Jamie Hurd Amphitheater
  - D. Motion – Appointment to Summer Sundaze Concert Series Committee
- 6. Staff Reports**
  - A. Superintendent of Parks
  - B. Superintendent of Recreation
  - C. Director of Parks & Recreation
- 7. Other Matters**
- 8. Receive, File and/or Refer**
  - A. City Council Communications

The City of West Des Moines is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required please contact the City Clerk's office at least 48 hours in advance, at 222-3600 to have accommodations provided.

**WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS**  
**Thursday, October 15, 2020**

**This meeting was held electronically because of the State Public Health Emergency Declaration regarding Covid-19 and was conducted pursuant to Iowa Code 21.8 and the Proclamation of Governor Kim Reynolds dated March 19, 2020.**

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, October 15, 2020, at 5:33 p.m. by presiding Chair Schebel.

<b>Commission</b>	Heather Schebel <i>Chair</i>	Joe Hrdlicka <i>Secretary</i>	Jim Miller	Rick Swalwell	Aaron Sewell <i>Vice-Chair</i>
<b>Present</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

<b>Staff</b>	Sally Ortgies <i>Director of Parks &amp; Recreation</i>	Dave Sadler <i>Superintendent of Parks</i>	Ryan Penning <i>Superintendent of Recreation</i>	Miranda Kurtt <i>Administrative Secretary</i>	
<b>Present</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	

<b>Council</b>	Russ Trimble <i>Council Liaison</i>				
<b>Present</b>	<b>X</b>				

**On Item 1. Call to Order/Approval of Agenda**

Miller moved to approve the agenda as presented. Hrdlicka seconded. Motion carried unanimously.

**On Item 2. Citizen Forum**

No items were presented.

**On Item 3. Approval of Minutes September 17, 2020, Meeting**

Hrdlicka moved to approve the minutes as presented. Miller seconded. Motion carried unanimously.

**On Item 4. Old Business**

None reported.

**On Item 5. New Business**

**A. Motion – Approval of Southwoods Park Single Track Trail Plan**

Ortgies stated that a public open house was held on August 20 for neighbors with property adjacent to the proposed Southwoods Single Track Trail. Neighbors were invited to provide verbal and written comments regarding the proposed conceptual plan. Parks and Recreation staff met with the Board's Facilities Committee on September 14 to review the comments received. At that meeting staff also presented a proposed revised plan that takes the neighbors' feedback into consideration along with the available budget. The proposed revised plan does not show a trail extending through the park to Grand Avenue. With the approval of the proposed revised plan, the goal is to start construction this winter and spring. Hrdlicka stated that one concern voiced by the public was the proximity to residents' properties, and he wanted clarification that the revised plan addresses this concern. Ortgies stated the revised plan will not be near residential property except for a couple of properties near the more difficult loop. There could be some adjustments made to move the trail even further from the property line once the consultant and staff get in the field to stake the trail location. Schebel and Trimble commended the Parks and Recreation staff for really listening to the neighbors' concerns and stated that the revised plan is a great comprise. Schebel opened the floor for comments and/or questions from the public.

Paul Babikian, 201 South 33<sup>rd</sup> Street, appreciates the new plan taking into consideration the residents' concerns. He stated that even if a new plan for an additional trail is proposed in the future, the residents would still have the same concerns. Trimble stated that the homeowners would be contacted if an additional trail is proposed in the future.

Doug Parks, 2601 Hickory Ridge Drive, commented that he would be affected by the original plan and questioned what the primary motivation was for changing the plans. Ortgies stated it was the feedback received from the neighbors. If it would have been based on funding, it could have been constructed in phases to accommodate funding needs. Parks supports this new proposed plan as presented.

Ann Wodniak, 2908 Jordan Grove, questioned if the \$57,000 budgeted for the trail construction is a one-time budgeting expense. Ortgies stated that it is a one-time budget item and there is not another singletrack trail budget line item in the upcoming budget request. Wodniak questioned if \$250,000 is budgeted annually for trail maintenance in West Des Moines. Ortgies stated that this the amount budgeted annually to maintain trails in West Des Moines.

Debra Lind, 222 South 33<sup>rd</sup> Street, appreciates the two-way conversation between the Parks and Recreation Board, staff and residents. Linn would like more information about the Board Members, Parks and Recreation staff, and the Facilities Committee, and if they are voting members. She is also interested in how this project came to fruition. Schebel introduced herself and the Board Members stating that they are an elected advisory board that advises the City Council on parks and recreation matters. Schebel stated this project is a result of a phone survey that was conducted asking what amenities the community was interested in seeing in West Des Moines. Hrdlicka stated that the Board meetings and agendas are posted on the website, and the public is invited to the meetings if they would like more information. Swalwell stated that the original intent was to get a feel for what the community desires to create a wish list. Trimble stated that the City is looking at ways to enhance the quality of life.

Swalwell moved to approve the Southwoods Park Single Track Trail Plan as presented. Hrdlicka seconded. Motion carried unanimously.

**B. Motion – Approval of Jamie Hurd Amphitheater Alcohol Policy**

Ortgies stated that in preparation for Jamie Hurd Amphitheater reservations, an alcohol policy is needed. There are three types of scenarios involving alcohol that need to be addressed: Sale of Alcohol or Serving of Alcohol (Entrance or Admission Charged), Serving of Alcohol (No Entrance or Admission Charged), and Participant Provided Alcohol. Schebel questioned where a catered wedding would fall. Ortgies stated that it would be considered Serving of Alcohol (No Entrance or Admission Charged). This policy requires an off-duty officer in certain cases, like the Valley Junction Activity Center and Nature Lodge. Miller stated the Facilities Committee worked extensively on this policy, and the results are a guide for alcohol consumption. Schebel questioned how this compares to other West Des Moines Parks and Recreation venues and park facilities. Ortgies stated that the Amphitheater is a unique venue and research was conducted on how other outdoor venues are run, but there are similarities to the Raccoon River Nature Lodge and Valley Junction Activity Center. Trimble questioned what rules renters could be critical about. Ortgies stated that kegs are currently not being allowed which could be a potential downside, but requests will be monitored and taken into consideration. Hrdlicka commended the Facility Committee for creating a thorough and clear policy. Penning stated that Marnie Strate and Allison Ullestad did extensive research for this policy. It will be important to listen to the renters as to what they want. The Parks and Recreation will conduct surveys after each event and monitor feedback.

Miller moved to approve the Jamie Hurd Amphitheater Alcohol Policy as presented. Swalwell seconded. Motion carried unanimously.

C. Motion – Approval of Recommendation to City Council – Re-allocation of Funding for Valley View Park

Ortgies stated that staff is requesting to reallocate funds previously budgeted for Valley View Park funds to a different purpose in the same park. The current FY 20-21 budget contains \$75,000 to design lighted pickleball courts at Valley View Park. The City Council approved \$1.4 million back in FY 19-20 to design and construct a north access road, underground utilities, and site grading with the remaining \$2 million of the total \$3.4 million project budgeted in FY 20-21. Earlier this summer, it was decided to re-purpose the \$2 million budgeted in FY 20-21 to backfill Road Usage Tax shortfalls for more urgent City projects. Since there is now not enough funding for the original project, staff is requesting the \$1.4 million budgeted in FY 19-20 be reallocated to construct the lighted pickleball courts, a portion of the access road needed to access the courts, and parking for the courts. Swalwell questioned if a non-paved trail could be included as part of the project to complete the loop around the park.

Swalwell moved to approve the Recommendation to City Council – Re-allocation of Funding for Valley View Park as presented. Miller seconded. Motion carried unanimously.

D. Discussion – FY 21-22 Parks Capital Improvement Program

Ortgies stated Parks and Recreation staff and the Facilities Committee are working through the FY 21-22 Parks Capital Improvement Program. The final budget will be presented at the November Board meeting on Thursday, November 19.

**Staff Reports**

**On Item 6A. Superintendent of Parks**

Sadler stated the Court Renovation Project is substantially complete. The footings for the Veterans Parkway Enhancements project are being poured this week in preparation for the streetscape features. The contractor started on the Sugar Creek Trail – Phase 1 project. Trimble questioned the proximity of the Sugar Creek Trail to residents' property. Sadler stated that the Wastewater Reclamation Authority (WRA) would like to keep the trail a specific distance away from the creek, and it is being constructed in the location shown on the plat for the development. The winterization of parks will start the week of October 19. Sadler stated Parks and Recreation received a REAP Grant that will be used to purchase land as part of the Raccoon River Greenway portion of the Five Waters Project.

**On Item 6B. Superintendent of Recreation**

Penning stated there is a pop-up concert on October 17 at the Jamie Hurd Amphitheater. The Halloween Hoopla event at the Nature Lodge has been revamped to accommodate COVID precautions. A new event for dog owners, Howl-O-Ween Paw-ty, will take place at the Raccoon River Dog Park. Penning stated that the Department received a bid for the 3-meter diving board for Valley View Park and will start construction the first of November. Oral boards for the RecPlex Operations Coordinator position were conducted, and one candidate was invited back for a second interview. Oral boards for the RecPlex Guest Services position will be held on November 2 and 4. Trimble questioned our marketing strategy for our programs and events. Penning stated the Citizen Survey indicated the Program Guide is still the top way residents are getting information for programs. Also, emails are sent to the Department's past program participants along with Facebook posts reaching our 6,100 followers. Allison Ullestad and Marnie Strate also work with the West Des Moines and Waukee School Districts' to provide information through their Virtual Backpacks program. Swalwell questioned if an electronic reader board could be installed along



the trail around the City Campus pond. Ortgies stated the Council would have to change the policy on electronic reading boards.

**On Item 6C. Director of Parks and Recreation**

Ortgies provided an update on funding sources for the City and Department. According to the Finance Department, the Hotel/Motel Tax revenue will be about half of what we have seen in the past. The \$30,000 for recreation programming will not be received for the next fiscal budget. LOSST will potentially not be as hard hit as initially projected, however, the Raccoon River Pedestrian Bridge construction is being delayed for at least one year. It will be re-evaluated for funding in FY 22-23. The capital campaign for the bridge project could start soon if the timing is appropriate to approach potential donors. A meeting with the Great Outdoors Foundation will be set up by the end of the year to discuss this campaign. Most of the Parks and Recreation staff is participating in the United Way's 21 Day Equity Challenge. It has been very beneficial for the Department to have conversations around race and equity. Schebel questioned that since the RecPlex is dependent on the Hotel/Motel Tax, is there potential for a negative impact on the rest of the Parks and Recreation budget. Ortgies stated that since Hotel/Motel Tax revenue has not been a significant funding source for parks projects in the past, she didn't feel that it would affect the budget.

**On Item 7. Other Matters**

Schebel commended the department on the Legion Park Skatepark. Sewell, Trimble, and Ortgies stated they have heard numerous positive comments.

**On Item 8: Receive, File and/or Refer:**

October 5, 2020: Resolution – Accept Work – American Legion Park Skatepark Facility  
September 21, 2020: Motion – Approval of Agreement – RecPlex WiFi Media Solution – Green Zebra Media Corp.  
September 21, 2020: Motion – Approval of Agreement – RecPlex Technology and Services – CenturyLink Communications  
September 21, 2020: Resolution – Order Construction and Notice of Public Hearing on Plans Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – Valley View Aquatic Center Three Meter Diving Platform  
September 21, 2020: Motion – Approval of Agreement – Integrated Parks & Recreation System Software - PerfectMind

Hrdlicka moved to adjourn. Swalwell seconded. Motion carried unanimously. Meeting adjourned at 7:33 p.m.

Respectfully submitted,

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Miranda Kurtt  
Administrative Secretary

ATTEST:

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Joe Hrdlicka  
Advisory Board Secretary

**WEST DES MOINES PARKS & RECREATION ADVISORY COMMITTEE  
MEETING COMMUNICATION**

**DATE:** November 19, 2020


**ITEM:** Motion – Approval of Recommendation to City Council – FY 21-22 Parks Capital Improvement Program Budget Request

**FINANCIAL IMPACT:** None at this time.

**SYNOPSIS:** The Board is asked to consider the Capital Improvement Program (CIP) budget request for the next fiscal year. A draft list is attached showing the funding received in the current fiscal year and possible projects for the next two years plus future projects. The list of park projects for FY 21-22 is listed in priority order. It should be noted that based on available funding at the time the budget is considered by the City Council, it may not be possible to fund all projects on the list.

**BACKGROUND:** The Facilities Committee met on October 7, 2020 and November 11, 2020 to review, discuss and approve the attached list.

**RECOMMENDATION:** Staff and the Facilities Committee recommend that the Board approve a recommendation to City Council to approve the FY 21-22 Parks Capital Improvement Program Budget Request.

**Prepared by:** Sally Ortgies, Director of Parks and Recreation   
**Approved for Content by:** Sally Ortgies, Director of Parks and Recreation  
**Accepted for Park Board Agenda:** Sally Ortgies, Director of Parks and Recreation

# Parks & Recreation Capital Improvement Program

## Facilities Committee Recommendation

11/11/2020

O=General Fund-Cash Reserves; GO=GO Bonds; RUT=Road Use Tax; P=Private Donation; CTF=Cemetery Trust Fund; SW=Stormwater Fund  
LOST=Local Option Sales Tax

Complete  
In Progress  
Not Started  
Delayed

FY 20-21 - BUDGETED									
Priority	Parks								NOTES
1	Community Park	Payment #4 of 5 per agreement	O	\$	337,165				
2	Holiday Park Girls Softball	Softball field improvements	GO	\$	120,000				
3	Various	Site furniture	O	\$	30,000				Added \$20K to match current years cost
4	Various	Landscaping	O	\$	25,000				
5	American Legion Park	Replace skate facility	O	\$	75,000				
6	Valley View Park	Central site grading, utilities, & north roadway construction	GO	\$	2,000,000				Additional funding added to FY 19-20 Matching funding in FY 19-20
7	Valley View Park	Design - Lighted pickleball courts (8)	GO	\$	75,000				Construction in FY 21-22
8	Raccoon River East Ped Bridge (Five Waters)	Design (part 2) - Bridge between RRP & Walnut Woods State Park	LOST	\$	345,000				Part 2 of design, two year permitting and design process
9	Fox Creek Greenway Trail	Design - Trail from Whisper Point Park to EP True Parkway	GO	\$	50,000				Construction in FY 21-22 or parkland dedication
10	Holiday Park Baseball	Design - Phase 6 - Fields 3 & 4 / Phase 7 - Parking Lot and Entry	GO	\$	150,000				Design only, const in future year
11	Sugar Creek Greenway Trail (Five Waters)	Construction - Phase 1 of trail between Stagecoach and Booneville	LOST	\$	950,000				In conjunction with WRA project
12	Various	Park signage - Phase 2 for secondary entrance and park info signs	GO	\$	200,000				Total for remaining signs is \$370K
13	Huston Cemetery	Cemetery improvements - fencing/signage/repairs	GO	\$	50,000				Following street improvements
14	Crossroads and Legion Parks	Infirld Renovation	GO	\$	50,000				
15	Woodland Hills Greenway Trail	Construction - Bank stabilization and trail construction (Sugar Creek Dr to S 93rd to Harper Ln)	GO	\$	400,000				Filling in trail gap
16	Valley View Aquatic Center	3 meter diving platform with steps	GO	\$	200,000				
17	Crossroads Park	Tennis court lighting and electrical improvements	GO	\$	300,000				
18	Crossroads Park	Design - creek stabilization, creek crossing, & parking lot redesign	GO	\$	75,000				Construction in future year
19	Raccoon River Park	Design - master plan update with focus on central core area, restroom upgrade to year around	GO	\$	75,000				
20	Various	Design - Peony, Willow Springs and Scenic Valley Parks (Play equipment replacement)	GO	\$	100,000				Design only, const in future year
21	Raccoon River Park	Lighting - Upgrade existing lights to LED and new lights along trail	GO	\$	650,000				
Totals by Funding Source			O	\$	392,165				
			GO	\$	2,570,000				
			LOST	\$	1,295,000				
Parks Total				\$	4,257,165				
Ongoing Maintenance									
	Trail Renovation	Trail repair & bridge repairs	O	\$	250,000				
	Court Renovation	Crossroads Park to cover full replacement costs	GO	\$	600,000				
	Concrete Pavement Renovation	Preventative maintenance & repair of concrete pavement	O	\$	100,000				
Ongoing Maintenance Subtotal				\$	950,000				

## FY 21-22 - PROPOSED

Priority	Parks						NOTES
1	Community Park-Madison County	Payment #5 of 5 per agreement			\$	327,623	
2	Holiday Park Girls Softball	Softball field improvements			\$	75,000	Last infield renovation with warning track
3	Holiday Park Baseball	Baseball Phase 6 - Parking lot & entry construction/maintenance building improvements (first 1/2 of construction)			\$	300,000	First 1/2 of Phase 6 construction
4	Raccoon River Park	Boat locker expansion			\$	75,000	
5	Raccoon River Park	Boathouse sign, stairs to boathouse beach, addition of boathouse to existing directional signs			\$	50,000	Boathouse sign \$25K, stairs to beach \$20K, existing lettering \$5K
6	Crossroads Park	Creek stabilization and foot bridge replacement, sidewalk from parking to softball field, parking lot reconstruction and water quality improvements			\$	700,000	Design budgeted 20-21
7	Various	Play equipment replacement (Peony, Scenic Valley, Willow Springs)			\$	900,000	Design budgeted 20-21
8	Raccoon River Park	Sprayground and ship structure demo. Construction of all inclusive playground, central core area improvements and potential restroom upgrade to year around (first 1/2 of construction)			\$	750,000	First 1/2 construction
9	Five Waters	Raccoon River Greenway - River access off 1st St (design)			\$	100,000	Design & permitting
10	American Legion Park	Skate facility parking lot and walkways			\$	175,000	Design, engineering, construction
11	Various	Landscaping			\$	25,000	In-house design, construction
12	Meadowview Park	Parking lot and water quality improvements			\$	150,000	Design, engineering, construction
13	Various	Park signage-Phase 3			\$	170,000	In-house design, construction
	<b>Total</b>				\$	<b>3,797,623</b>	

## Ongoing Maintenance

Median Renovations	Landscape replacements, restaining of decorative pavement and resealing of joints	\$	100,000
Trail Renovation	Trail repair & bridge repairs (Scenic Valley)	\$	300,000
Court Renovation	Jaycee tennis and ball	\$	300,000
Concrete Pavement Renovation	Preventative maintenance & repair of concrete pavement (Holiday)	\$	100,000
Underpass Renovation	Underpass repairs (Grand Ave/E.P. True Pkwy)	\$	
<b>Ongoing Maintenance Subtotal</b>		\$	<b>800,000</b>



FY 22-23 - PROPOSED

Parks

NOTES

Five Waters	Design-Sugar Creek Greenway Trail-Phase 2	\$	150,000	Design only
	Construction - Raccoon River East Ped Bridge (first 1/2 of construction)	\$	3,000,000	First 1/2 of construction
	Raccoon River Greenway Land Acquisition	\$	200,000	
	Raccoon River Greenway - Market/Feasibility Study Adventure Park/Cabins	\$	75,000	
	Raccoon River Greenway - River access off 1st St (first 1/2 of construction)	\$	300,000	First 1/2 of construction
	Raccoon River Greenway - River access off RR Dr (design)	\$	50,000	Design, acquisition & permitting, joint with Fire
Fox Creek Greenway Trail	Trail construction from Whisper Point Park to EP True Parkway (first 1/2 of construction)	\$	200,000	First 1/2 of construction
Hidden Point Park	Shelter, restroom, BB court, trails and overlook	\$	330,000	
Holiday Park Baseball	Baseball Phase 6 - Parking lot & entry construction/maintenance building improvements (second 1/2 of construction)	\$	275,000	Second 1/2 of construction
Pearson Park	Baseball Phase 7 - Fields 3 & 4 construction (first 1/2 of construction)	\$	375,000	First 1/2 of construction
	South bridge replacement	\$	150,000	
Raccoon River Park	Construction of playground, central core area improvements, and restroom upgrade to year around (second 1/2 of construction)	\$	625,000	Second 1/2 of construction
Valley View Park	Central site grading, utilities, north roadway (first 1/2 of construction)	\$	1,400,000	First 1/2 of construction
Various	Play equipment replacement (Ashawa, Crossroads, Jaycee)	\$	900,000	
Various	Landscaping	\$	25,000	
<b>Total</b>		<b>\$</b>	<b>7,905,000</b>	

# Future Projects (FY 23-24/24-25/25-26)

	Site planning and initial grading		FY (Est.)
Brown's Woods Hollow Park	Shelter/restroom replacement	\$	250,000 23-24
Crossroads Park	Construction-Sugar Creek Greenway Trail-Phase 2	\$	400,000 24-25
Five Waters	Sugar Creek Greenway Trail-Phase 3	\$	800,000 23-24
	Sugar Creek Greenway Trail-Phase 4	\$	900,000 24/25
	Raccoon River East Ped Bridge (second 1/2 const)	\$	900,000 25/26
	Raccoon River West Ped Bridge (design)	\$	3,000,000 23-24, Second 1/2 of construction
	Raccoon River Greenway - Trails design and construction	\$	800,000 24-25/25-26
		\$	2,000,000 23-24/24-25/25-26
	Raccoon River Greenway - River access off 1st St (second 1/2 of construction)	\$	300,000 23-24, Second 1/2 of construction
	Raccoon River Greenway - River access off RR Dr (joint with Fire)	\$	300,000 23-24
	Great Western Trail Connection (design and land acquisition)	\$	500,000 23-24/24-25
	Great Western Trail Connection (construction)	\$	3,000,000 25-26
Fox Creek Greenway Trail	Trail construction from Whisper Point Park to EP True Parkway	\$	200,000 23-24, Second 1/2 of construction
Holiday Park Baseball	Baseball Phase 7 - Fields 3 & 4 (second 1/2 const)	\$	375,000 23-24, Second 1/2 of construction
Holiday Park Softball	Playground	\$	200,000 24-25
Kiwanis Park	Play equipment replacement	\$	250,000 23-24
Meadowview Park	Play equipment replacement	\$	250,000 24-25
Quail Cove Park	Play equipment replacement	\$	200,000 25-26
Raccoon River Park	Play equipment replacement - softball complex	\$	250,000 23-24
Scenic Valley Park	Tennis court or dedicated pickleball	\$	160,000 23-24
Trails	Windsor Heights trail connection	\$	200,000 24-25
Valley View Park	Shelters, Restrooms and Inclusive Playground	\$	3,000,000 24-25/25-26
	Central site grading, utilities, north roadway (second 1/2 const)	\$	2,000,000 23-24, Second 1/2 of construction
Whisper Point Park	Court, overlook	\$	150,000 23-24
Wild Rose Park	Tennis court or dedicated pickleball	\$	160,000 23-24
Wild Rose Park	Play equipment replacement	\$	250,000 23-24
Wilson Park	Play equipment replacement	\$	250,000 25-26
	Shelter replacement	\$	200,000 25-26
<b>Total</b>		<b>\$</b>	<b>21,245,000</b>

# Future Projects (Beyond 5 Years)

American Legion Park	Play equipment replacement	\$	210,000	31-32
Brookview Park	Play equipment replacement	\$	150,000	28-29
	Outdoor classroom	\$	40,000	
Crossroads Park	Lions shelter replacement	\$	50,000	
Fairmeadows Park	Shelter/restroom replacement	\$	250,000	26-27
	Bocci ball court and sidewalks	\$	50,000	
Five Waters	Marathon Loop-Future Phases	\$	11,475,000	
	Raccoon River Greenway	\$	2,000,000	
	Raccoon River Adventure Park, Cabins, Single Track Trails	\$	3,500,000	
	Raccoon River West Ped Bridge	\$	8,000,000	
Holiday Park	Softball complex improvements	\$	1,500,000	
	Aquatic center upgrade	\$	1,000,000	
	Shelter/entrance feature	\$	315,000	
Huston Ridge Park	Play equipment replacement	\$	150,000	31-32
Jaycee Park	Shelter/restroom replacement	\$	250,000	26-27
Knolls Park	Play equipment replacement	\$	200,000	31-32
	Shelters	\$	40,000	
Land Acquisition	Sports complex	\$	6,400,000	
	Mini-park - Commerce	\$	105,000	
Maple Grove Park	Play equipment replacement	\$	200,000	28-29
Meadowview Park	Shelter/restroom replacement	\$	250,000	26-27
	Loop trail	\$	185,000	
Pearson Park	Play equipment replacement	\$	200,000	30-31
Raccoon River Park	Beach building	\$	720,000	
	Court sports area - BB & VB courts/restrooms/shelter	\$	1,050,000	
	Dog park improvements - shelter/agility course	\$	90,000	
	Dog park trail - around outside of fence	\$	105,000	
	Dog water training area	\$	55,000	
	East entrance pavement & east entrance at 11th Street	\$	1,000,000	
	River bank erosion control	\$	250,000	
	Habitat restoration	\$	155,000	
	Parking lots - new parking	\$	340,000	
	Peninsula development	\$	160,000	
	Shelters	\$	450,000	
	Signage	\$	42,000	
	Soccer playground	\$	170,000	
	SB complex limestone seatwall	\$	40,000	
	SB complex maintenance access paving/parking lot	\$	200,000	
Southwoods Park	Open air shelter	\$	140,000	
	Singletrack trails	\$	200,000	
Valley View Park	Ice Rink	\$	5,500,000	
	South roadway & trail	\$	1,900,000	
	Future	\$	1,000,000	
Various	Site furniture	\$	30,000	
	Neighborhood park skate facilities	\$	200,000	
Woodland Hills Park	Play equipment replacement	\$	250,000	33-34
<b>Total Future Projects</b>		<b>\$</b>	<b>50,567,000</b>	

\*Play equipment replacement based on 18 year lifespan

**WEST DES MOINES PARKS & RECREATION ADVISORY COMMITTEE  
MEETING COMMUNICATION**

**DATE:** November 19, 2020

**ITEM:** Motion – Approval of Alternate Plans for Parkland Dedication – Taxium Mixed Use / Union 315 Development

**FINANCIAL IMPACT:** None.

**SYNOPSIS:** The Board is asked to consider an alternate plan for the dedication of parkland to meet requirements of the City's parkland dedication ordinance for the Taxium Mixed Use/Union 315 development located at 309/315 5<sup>th</sup> Street (See vicinity map). The development is already served by two existing neighborhood park – American Legion Park and Wilson Park. The development consists of 10 apartments which results in a requirement of 0.106 acres to be dedicated to public use. Detailed calculations can be found in Attachment A.

The developer has chosen to provide parkland dedication on-site and has worked with staff on an alternate plan that includes a roof deck patio. This patio off the 3<sup>rd</sup> floor on the south side of the building will serve a park and recreational purpose for the residents of this development by providing an outdoor space (Attachment B). However, it will not be accessible to the public. Since there will be no public access easement to the roof deck patio, the alternate plan must be reviewed and approved by the Board.

**BACKGROUND:** Staff reviews every development application that is submitted to the city and works with developers to ensure satisfaction of the City's parkland dedication ordinance requirements. Sometimes factors exist that limit the typical dedication of land for neighborhood parks and greenways as shown on the Parks and Trails Master Plan. City code allows for an alternate plan to be developed that directly and proportionately benefits the development by satisfying parkland and/or recreational facility needs of the development's residents. Alternate plans are required to be reviewed by the Parks and Recreation Advisory Board which shall make a recommendation to the Plan and Zoning Commission or City Council.

The Facilities Committee met on November 11, 2020 to review and discuss the parkland dedication alternate plan for Taxium Mixed Use/Union 315.

**RECOMMENDATION:** Staff recommend that the Board approve a recommendation to the Plan and Zoning Commission to approve the parkland dedication alternate plan for Taxium Mixed Use/Union 315.

**Prepared by:** Sally Ortgies, Director of Parks and Recreation 

**Approved for Content by:** Sally Ortgies, Director of Parks and Recreation

**Accepted for Park Board Agenda:** Sally Ortgies, Director of Parks and Recreation



# VICINITY MAP



## ATTACHMENT A

### PARKLAND DEDICATION REQUIREMENTS

10/23/2020

Project Location:     Developer:  
**309 - 315 5th**  
**Street**                      Taxium LLC

	# units	Population Multiplier	Estimated Population	Per 1000 people	Park Dedication Factor	Greenway Dedication Factor
<u>Single Family Detached</u>						
Description: Single Family Home	0	2.90	0			
<b>TOTAL</b>	<b>0</b>		<b>0</b>			
<u>Single Family Attached</u>						
Description: Townhome/Condos	0	1.63	0			
<b>TOTAL</b>	<b>0</b>		<b>0</b>			
<u>Multifamily Unit</u>						
Description: Apartments	10	1.73	17.3			
<b>TOTAL</b>	<b>10</b>		<b>17.3</b>			
<b>TOTAL POPULATION</b>			<b>17.3</b>	<b>0.0173</b>	<b>2.39</b>	<b>3.76</b>
<b>Park Dedication (Acres)</b>			<b>0.041</b>			
<b>Greenway Dedication (Acres)</b>			<b>0.065</b>			
<b>TOTAL DEDICATION (Acres)</b>			<b>0.106</b>			

**Notes:**

Total Dedication Requirement (Acres)	0.106
Less on-site park land	0.008
Deficient acreage	0.098
x current avg high density land value per acre (\$135,759)	\$135,759
<b>Deficient acreage in dollars</b>	<b>\$13,304</b>
On-site improvements - Roof Deck Patio	
Roof Pavers (387 SQ FT x \$28.00)	\$10,836
Pergola Framing (387 SQ FT x \$25.00)	\$9,675
<b>TOTAL</b>	<b>\$20,511</b>



[illegible]

**WEST DES MOINES PARKS & RECREATION ADVISORY COMMITTEE  
MEETING COMMUNICATION**

**DATE:** November 19, 2020

**ITEM:** Motion – Approval of Alternate Plans for Parkland Dedication – Glen Meadows Retirement Community

**FINANCIAL IMPACT:** None.

**SYNOPSIS:** The Board is asked to consider an alternate plan for the dedication of parkland to meet requirements of the City's parkland dedication ordinance for the Glen Meadows Retirement Community located at 850 Mills Civic Parkway (See Vicinity Map). The development is served by two existing neighborhood parks – Hidden Point Park and Willow Springs Park. The development consists of 130 apartments which results in a requirement of 1.383 acres to be dedicated to public use. Detailed calculations can be found in Attachment A.


The developer has chosen to provide parkland dedication on-site and has worked with staff to meet the requirement entirely through the dedication of land. Additionally, the developer has chosen to dedicate land in excess of the requirement and install recreational based amenities including walking paths with benches around the facility, gazebo, flagpole with seating, raised gardens, patio with movable propane fire pit, and other applicable amenities. The land and amenities will serve a park and recreational purpose for the residents of this development by providing a usable outdoor space (Attachment B). Since the land will not be accessible to the public, and there will be no public access easement to these areas, the alternate plan must be reviewed and approved by the Board.

**BACKGROUND:** Staff reviews every development application that is submitted to the city and works with developers to ensure satisfaction of the City's parkland dedication ordinance requirements. Sometimes factors exist that limit the typical dedication of land for neighborhood parks and greenways as shown on the Parks and Trails Master Plan. City code allows for an alternate plan to be developed that directly and proportionately benefits the development by satisfying parkland and/or recreational facility needs of the development's residents. Alternate plans are required to be reviewed by the Parks and Recreation Advisory Board which shall make a recommendation to the Plan and Zoning Commission or City Council.

The Facilities Committee met on November 11, 2020 to review and discuss the parkland dedication alternate plan for Glen Meadows Retirement Community.

**RECOMMENDATION:** Staff recommend that the Board approve a recommendation to the Plan and Zoning Commission to approve the parkland dedication alternate plan for Glen Meadows Retirement Community.

**Prepared by:** David Sadler, Superintendent of Parks 

**Approved for Content by:** Sally Orgies, Director of Parks and Recreation 

**Accepted for Park Board Agenda:** Sally Orgies, Director of Parks and Recreation



## VICINITY MAP



## ATTACHMENT A

## PARKLAND DEDICATION REQUIREMENTS

11/5/2020

**Project Location:** **Glen Meadows (S 60th and Mills Civic)**

**Developer:** **Kalpesh Patel / Ram Development LLC**

	# units	Population Multiplier	Estimated Population	Per 1000 people	Park Dedication Factor	Greenway Dedication Factor
<b><u>Single Family Detached</u></b>						
Description: Single Family Home	0	2.90	0			
TOTAL	0		0			
<b><u>Single Family Attached</u></b>						
Description: Townhome/Condos	0	1.63	0			
TOTAL	0		0			
<b><u>Multifamily Unit</u></b>						
Description: Apartments	130	1.73	224.9			
TOTAL	130		224.9			
TOTAL POPULATION			224.9	0.2249	2.39	3.76
Park Dedication (Acres)			0.538			
Greenway Dedication (Acres)			0.846			
TOTAL DEDICATION (Acres)			1.383			

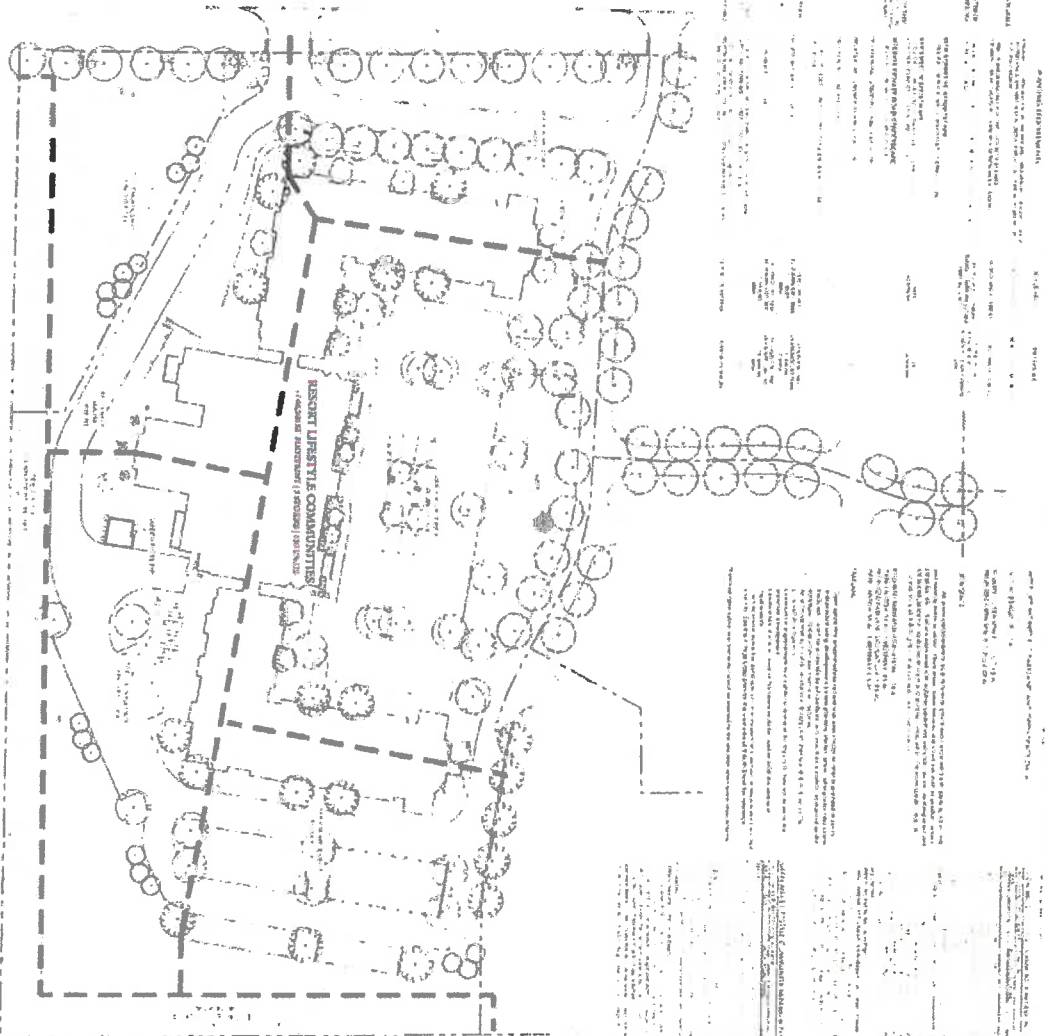
**Notes:**

Total Dedication Requirement (Acres)	1.383
Total Dedication Provided (Acres)	1.850
Project meets minimum parkland dedication requirements (Acres)	

The Owner shall purchase, install, and construct, at its sole cost recreational-based amenities including walking paths with benches around the facility, gazebo, flag pole with seating, raised gardens, patio with moveable propane fire pit, and other applicable amenities.

# ATTACHMENT B

60TH STREET



60TH STREET

61ST STREET

62ND STREET

63RD STREET

64TH STREET

65TH STREET

66TH STREET

67TH STREET

68TH STREET

69TH STREET

70TH STREET

71ST STREET

72ND STREET

73RD STREET

74TH STREET

75TH STREET

76TH STREET

77TH STREET

78TH STREET

79TH STREET

80TH STREET

81ST STREET

82ND STREET

83RD STREET

84TH STREET

85TH STREET

86TH STREET

87TH STREET

88TH STREET

89TH STREET

90TH STREET

91ST STREET

92ND STREET

93RD STREET

94TH STREET

95TH STREET

96TH STREET

97TH STREET

98TH STREET

99TH STREET

100TH STREET

OVERALL LANDSCAPE PLAN  
GLEN MEADOWS RETIREMENT COMMUNITY



**KV+D**  
KISER VOGRIN DESIGN



**WEST DES MOINES PARKS & RECREATION ADVISORY COMMITTEE  
MEETING COMMUNICATION**

**DATE:** November 19, 2020

**ITEM:** Motion – Approval of Alternate Plans for Parkland Dedication – MidTown Redevelopment

**FINANCIAL IMPACT:** None.

**SYNOPSIS:** The Board is asked to consider an alternate plan for the dedication of parkland to meet requirements of the City's parkland dedication ordinance for the MidTown Redevelopment located at 1261 8<sup>th</sup> Street (See Vicinity Map). The development is not currently served by any neighborhood parks but is within the service radius of a potential future park located on the current Walnut Creek School site. This development would only provide for a very small portion of what would be needed for this neighborhood park, and instead, the developer chose to satisfy the parkland requirements on their own site. The development consists of 83 apartments which results in a requirement of .88 acres to be dedicated to public use. Detailed calculations can be found in Attachment A.

The developer has chosen to provide parkland dedication on-site and has worked with staff on an alternate plan that includes a combination of land and recreational based amenities including a 10' trail along 8<sup>th</sup> Street, patio area with trees, site furniture, and a dog park. These amenities will serve a park and recreational purpose for the residents of this development by providing multiple outdoor spaces (see Attachment B). However, only the trail will be accessible to the public. Since there will be no public access easement to the other areas, the alternate plan must be reviewed and approved by the Board.

**BACKGROUND:** Staff reviews every development application that is submitted to the city and works with developers to ensure satisfaction of the City's parkland dedication ordinance requirements. Sometimes factors exist that limit the typical dedication of land for neighborhood parks and greenways as shown on the Parks and Trails Master Plan. City code allows for an alternate plan to be developed that directly and proportionately benefits the development by satisfying parkland and/or recreational facility needs of the development's residents. Alternate plans are required to be reviewed by the Parks and Recreation Advisory Board which shall make a recommendation to the Plan and Zoning Commission or City Council.

The Facilities Committee met on November 11, 2020 to review and discuss the parkland dedication alternate plan for MidTown Redevelopment.

**RECOMMENDATION:** Staff recommend that the Board approve a recommendation to the Plan and Zoning Commission to approve the parkland dedication alternate plan for MidTown Redevelopment.

**Prepared by:** David Sadler, Superintendent of Parks

**Approved for Content by:** Sally Orgies, Director of Parks and Recreation

**Accepted for Park Board Agenda:** Sally Orgies, Director of Parks and Recreation



VICINITY MAP



# ATTACHMENT A

## PARKLAND DEDICATION REQUIREMENTS

11/4/2020

Project Location: Developer:  
**Midtown** **Benchmark Real**  
**Redevelopment** **Estate Group/JGC**  
**PUD** **Holdings**

	# units	Population Multiplier	Estimated Population	Per 1000 people	Park Dedication Factor	Greenway Dedication Factor
<u>Single Family Detached</u>						
Description: Single Family Resident	0	2.90	0			
<b>TOTAL</b>	<b>0</b>		<b>0</b>			
<u>Medium Density</u>						
Description: Townhomes	0	1.63	0			
<b>TOTAL</b>	<b>0</b>		<b>0</b>			
<u>Multifamily Unit</u>						
Description: Apartments	83	1.73	143.59			
<b>TOTAL</b>	<b>83</b>		<b>143.59</b>			
<b>TOTAL POPULATION</b>			<b>143.59</b>	<b>0.1436</b>	<b>2.39</b>	<b>3.76</b>
<b>Park Dedication (Acres)</b>			<b>0.34</b>			
<b>Greenway Dedication (Acres)</b>			<b>0.54</b>			
<b>TOTAL DEDICATION (Acres)</b>			<b>0.88</b>			

### Requirements:

Park Dedication Requirement	0.34 x \$135,759/ acre	*High Density Res Sales Avg	\$46,158
Greenway Dedication Requirement	0.54 x \$135,759 /acre	*High Density Res Sales Avg	\$73,310
<b>TOTAL</b>			<b>\$119,468</b>

\*Appraisers Comparable Land Sales for High Density = \$135,759 per acre

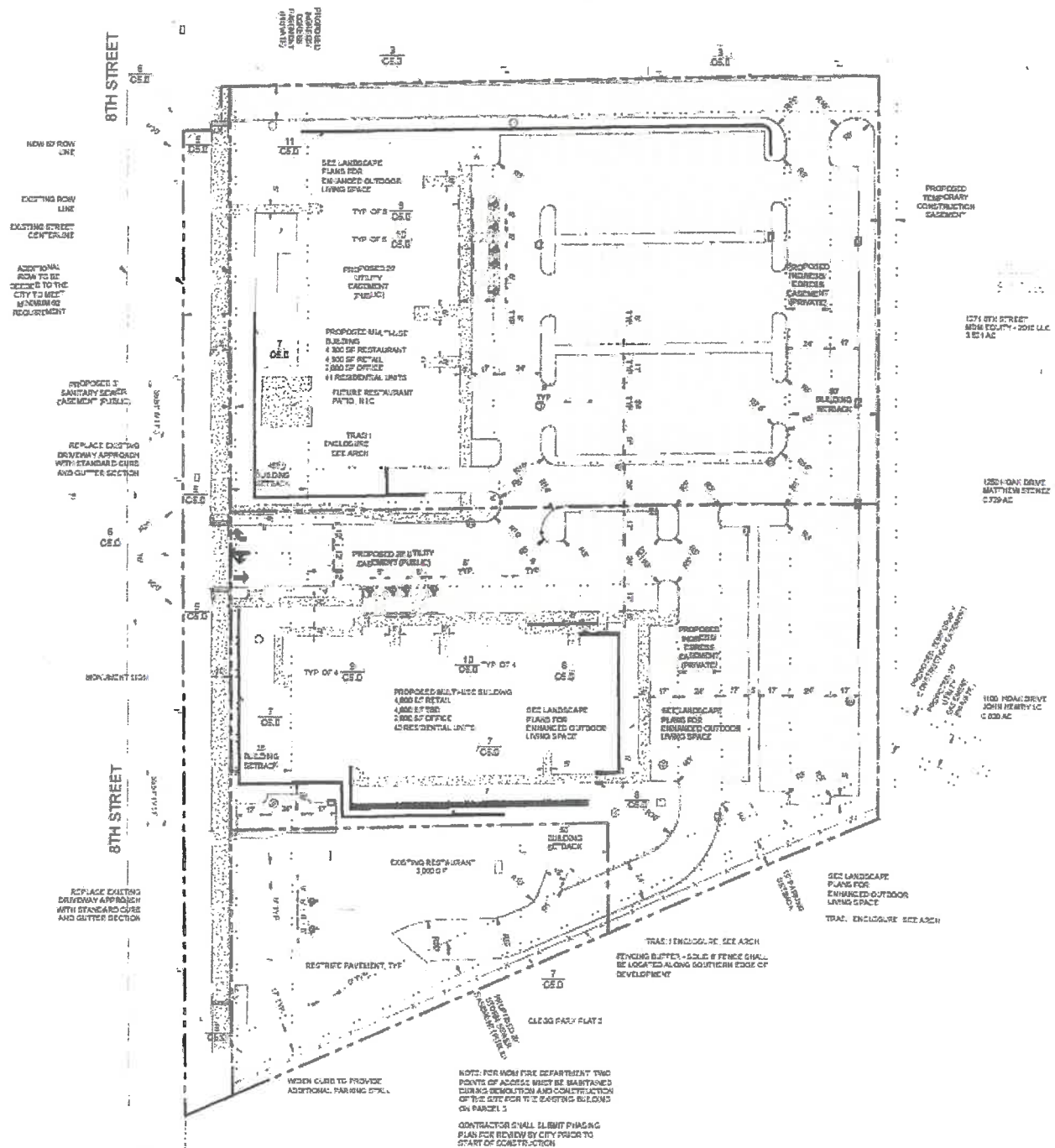
### Notes: Calculations taken from Site Plan dated 06/24/2020

Total Dedication Requirement (Acres)	0.880
Less on-site park land (Enhanced Living Space) = 2,700 SF	-0.062
Deficient acreage	0.82
x current avg high density land value per acre (\$135,759)	\$135,759
Deficient acreage in dollars	\$111,051

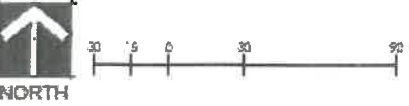
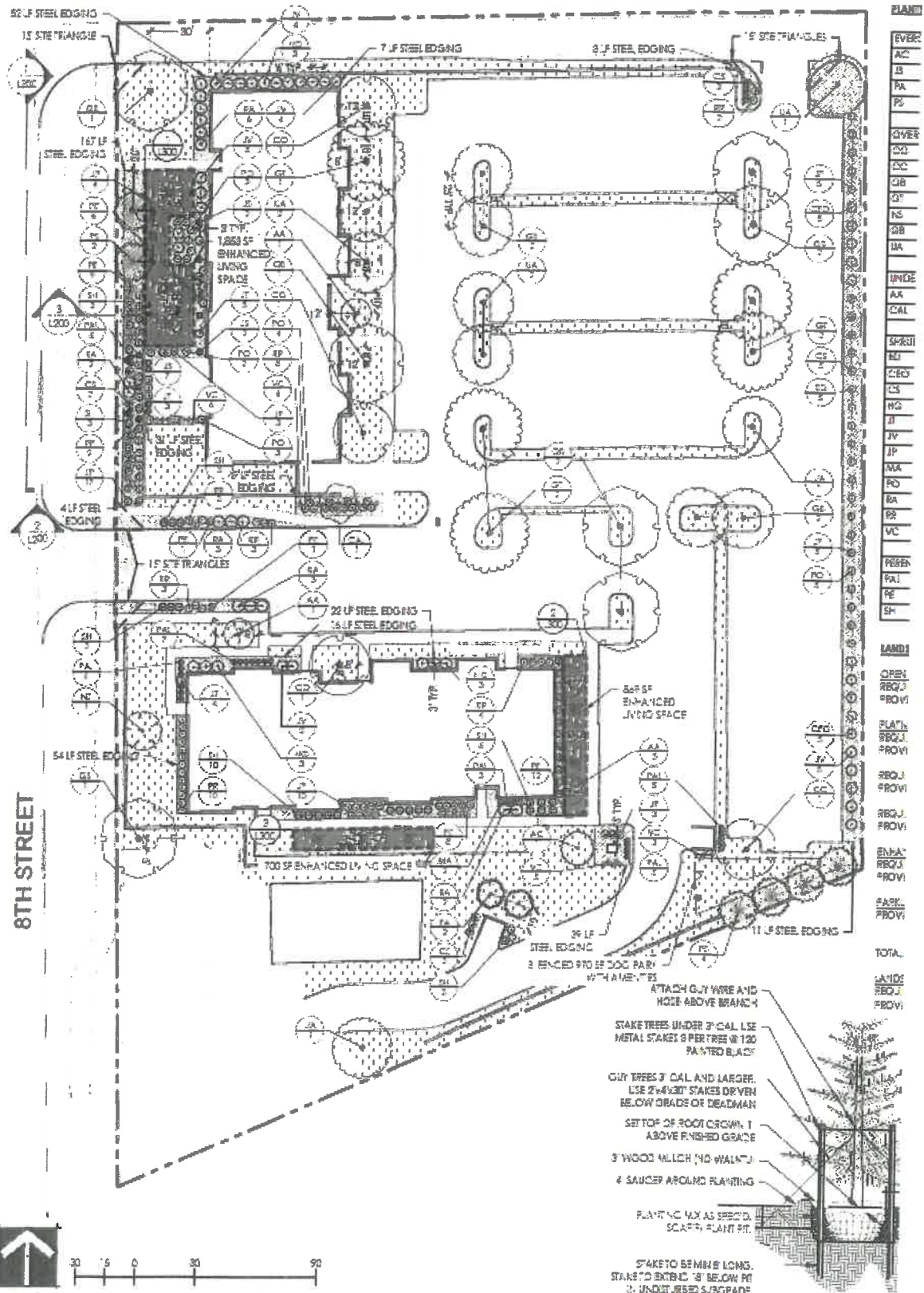
On-site improvements (can be subtracted from requirement above)

470 LF Trail x 10' = 4,700 SF Trail x \$10 SF (8th Street ROW)	\$47,000
Specialty Unit Paver = 2,700 SF x \$15	\$40,500
Tree Grates = 3 x \$1,000	\$3,000
Waste Receptacles = 4 x \$800	\$3,200
Grills = 2 x \$250.00	\$500
ADA Fixed Tables Sets = 4 x \$2,000	\$8,000
ADA Fixed Tables Sets with Umbrellas = 4 x \$2,500	\$10,000
6' Benches = 8 x \$1,200	\$9,600
Dog Park Fencing Black Vinyl Coated = 160 LF x \$25	\$4,000
Dog Park Amenities	\$500
<b>TOTAL</b>	<b>\$126,300</b>

1275 5TH STREET  
MENDOTA, IL 60160  
3.52 AC





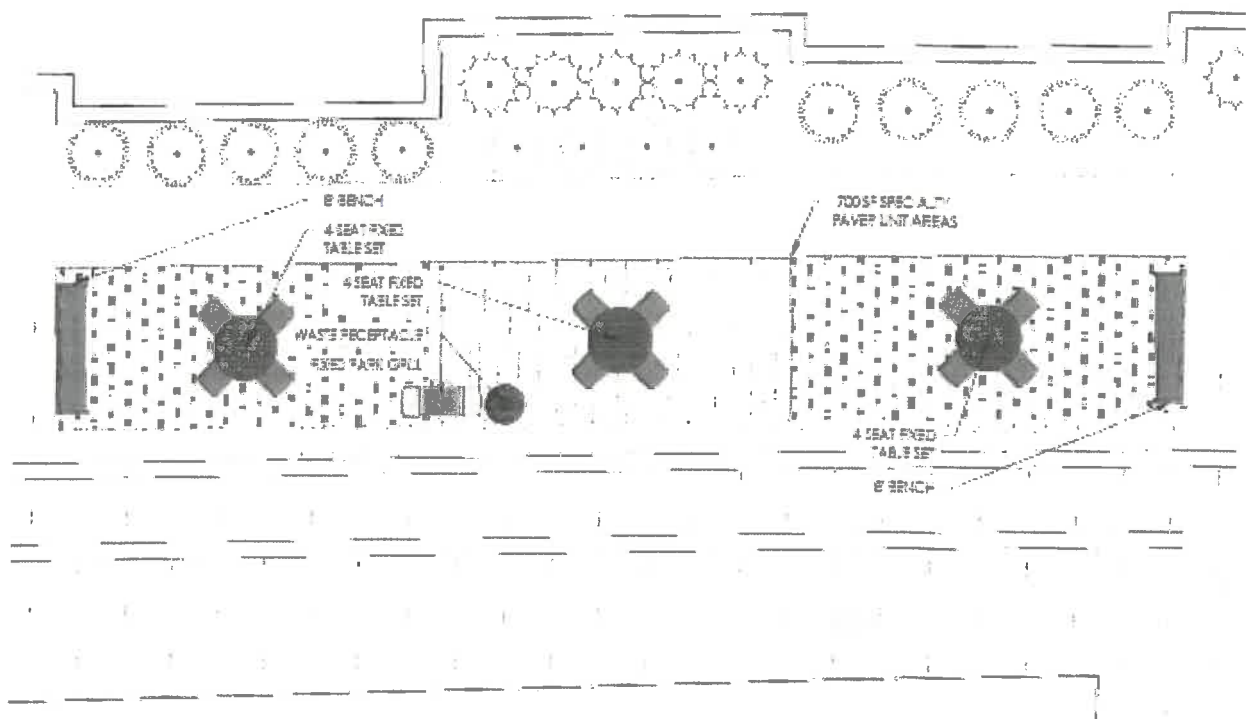


1 LANDSCAPE PLAN

2 CONIFEROUS TREE PLANTING DETAIL  
NOT TO SCALE







NORTH

3 700 S.F. ENHANCED OUTDOOR LIVING SPACE  
3/16" = 1' 0"

**WEST DES MOINES PARKS & RECREATION ADVISORY COMMITTEE  
MEETING COMMUNICATION**

**DATE:** November 19, 2020

**ITEM:** Motion – Approval of Alternate Plans for Parkland Dedication-Cedar Ridge Plat 3

**FINANCIAL IMPACT:** None.


**SYNOPSIS:** The Board is asked to consider an alternate plan for the dedication of parkland to meet requirements of the City's parkland dedication ordinance for the Cedar Ridge Plat 3 located on the SW corner of S. 91<sup>st</sup> Street and Coachlight Drive (See Vicinity Map). The development is currently served by two existing parks - Whisper Point Park and Huston Ridge Park. The development consists of 25 single family homes which results in a requirement of .446 acres to be dedicated to public use. Detailed calculations can be found in Attachment A.


The developer has chosen to provide improvements to a park that serves this development and has worked with staff on an alternate plan that includes the construction of a multi-use court and associated sidewalks in Whisper Point Park. These amenities will serve a park and recreational purpose for the residents of this development by providing improvements to this park (see Attachment B). As this is not a dedication of land, the alternate plan must be reviewed and approved by the Board.

**BACKGROUND:** Staff reviews every development application that is submitted to the city and works with developers to ensure satisfaction of the City's parkland dedication ordinance requirements. Sometimes factors exist that limit the typical dedication of land for neighborhood parks and greenways as shown on the Parks and Trails Master Plan. City code allows for an alternate plan to be developed that directly and proportionately benefits the development by satisfying parkland and/or recreational facility needs of the development's residents. Alternate plans are required to be reviewed by the Parks and Recreation Advisory Board which shall make a recommendation to the Plan and Zoning Commission or City Council.

The Facilities Committee met on November 11, 2020 to review and discuss the parkland dedication alternate plan for Cedar Ridge Plat 3.

**RECOMMENDATION:** Staff recommend that the Board approve a recommendation to the Plan and Zoning Commission to approve the parkland dedication alternate plan for Cedar Ridge Plat 3.

**Prepared by:** David Sadler, Superintendent of Parks 

**Approved for Content by:** Sally Orgies, Director of Parks and Recreation 

**Accepted for Park Board Agenda:** Sally Orgies, Director of Parks and Recreation

VICINITY MAP





**WEST DES MOINES, IOWA**

[illegible]

# ATTACHMENT A

## PARKLAND DEDICATION REQUIREMENTS - DRAFT

10/9/2020

Project Location: Developer:  
Cedar Ridge Plat 3 Chayse Holdings /  
Toby Torstensen

	# units	Population Multiplier	Estimated Population	Per 1000 people	Park Dedication Factor	Greenway Dedication Factor
<u>Single Family Detached</u>						
Description: Single Family Home	25	2.90	72.5			
*See Notes Below TOTAL	25		72.5			
<u>Single Family Attached</u>						
Description: Townhome/Condos	0	1.63	0			
TOTAL	0		0			
<u>Multifamily Unit</u>						
Description: Apartments	0	1.73	0			
TOTAL	0		0			
TOTAL POPULATION			72.5	0.0725	2.39	3.76
Park Dedication (Acres)			0.173			
Greenway Dedication (Acres)			0.273			
TOTAL DEDICATION (Acres)			0.446			

### Notes:

\*There are 26 lots in Cedar Ridge Plat 3. However Cedar Ridge Plat 2 has 38 lots but 2 of those lots are going to be replatted into 1 lot in Cedar Ridge Plat 3. We are crediting the developer 1 lot in plat 3 (26 lots - 1 lot = 25 net lots)

The developer has requested to meet the parkland dedication requirements by making improvements to Whisper Point Park that serve the residents of this park.

### Requirements:

Park Dedication Requirement	0.173	x \$58,394 / acre sales price	\$10,102.16
Greenway Dedication Requirement	0.273	x \$58,394 / acre sales price	\$15,941.56
Total			\$26,043.72

Purchase price: \$2,200,000 on 9/4/18 divided by 37.76 acres

Purchase price: \$100,000 divided by 1.82 acres

Purchase price: \$100,000 divided by 1.52 acres

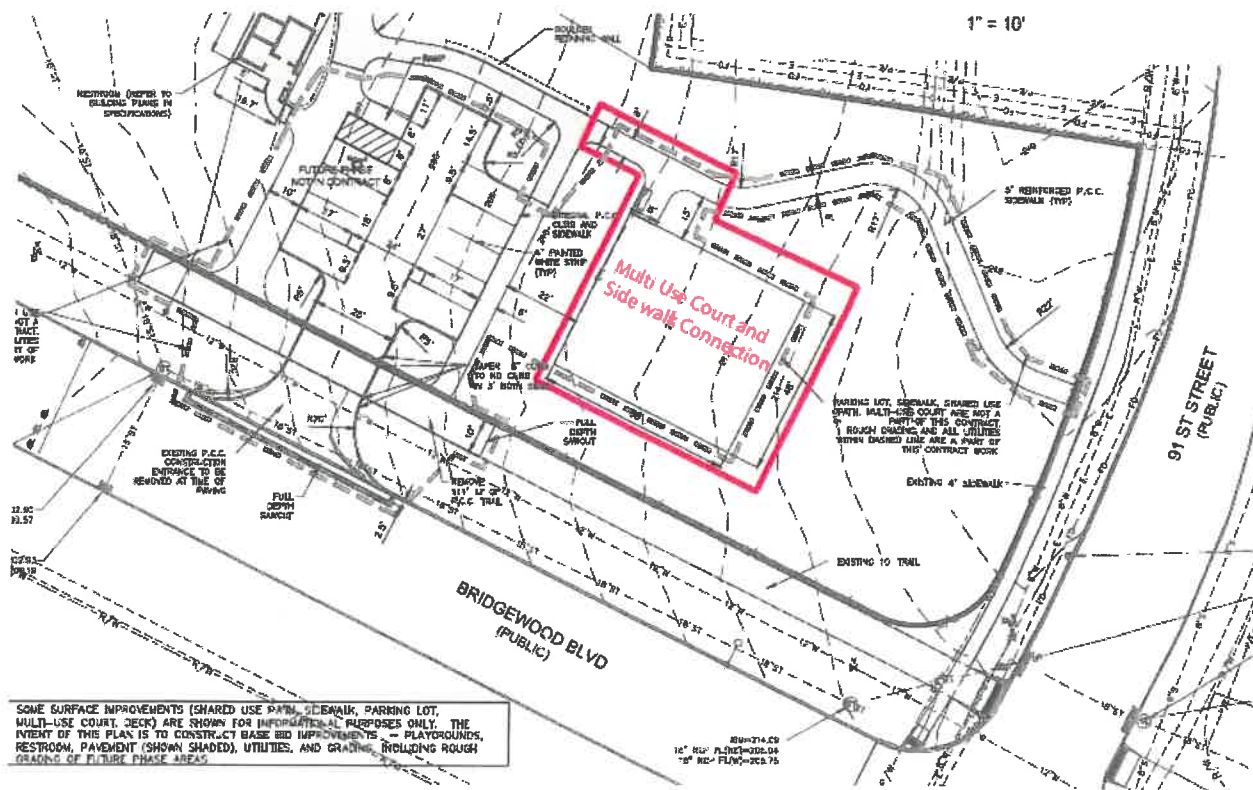
Total Purchase price: \$2,400,000 divided by 41.1 total acres

The parkland requirements and associated improvements are outlined below:

### Proposed alternative to fulfill parkland requirements at Whisper Point Park

Description (Estimated, to be verified)	Quan.	Unit	Unit Price	Item Total
1. 5" Reinforced PCC Multi Use Court (48' x 56')	2,688	SF x	\$5.00	\$13,440.00
2. 5" Reinforced PCC Sidewalk	272	SF x	\$5.00	\$1,360.00
3. Excavation, Gridding and Seeding Restoration	1	LS x	\$3,750.00	\$3,750.00
3. Basketball Goal Post & Footing	1	EA x	\$6,200.00	\$6,200.00
4. Multi Use Court Painted Pavement Marking	1	LS x	\$1,300.00	\$1,300.00
Total				\$26,050.00

## ATTACHMENT B





**WEST DES MOINES PARKS & RECREATION ADVISORY BOARD  
MEETING COMMUNICATION**

**DATE:** November 19, 2020

**ITEM:** Motion – Approval of Recommendation to City Council – Jamie Hurd  
Amphitheater Equipment Rental Fees

**FINANCIAL IMPACT:** Additional projected annual revenue as follows: Chairs = \$600, Tables = \$160, Movie Screen = \$1,600. Total = \$2,360.

**SYNOPSIS:** The Jamie Hurd Amphitheater was completed in late August and officially opened on September 16. The City hosted a few events since the facility opened and has received valuable feedback from the general public and the renters. Because of those recommendations, staff has developed a policy for the reservation of facility equipment at the Jamie Hurd Amphitheater that could be utilized by the renters. Those rentals would include chairs (\$4/per), tables (\$8/per), movie screen, projector, and speakers (\$800).

**BACKGROUND:** Facility fees for the Jamie Hurd Amphitheater were approved by the Parks Board on May 21, 2020.

**RECOMMENDATION:** The Facilities Committee met on November 11 to review the proposed fees and recommends Park Board approval. The recommendation is that the Board approve the fees and recommend approval by the City Council.

**Prepared by:** Ryan Penning, Superintendent of Recreation

**Approved for Content by:** Sally Orgies, Director of Parks and Recreation

**Accepted for Park Board Agenda:** Sally Orgies, Director of Parks and Recreation

**WEST DES MOINES PARKS & RECREATION ADVISORY BOARD  
MEETING COMMUNICATION**

**DATE:** November 19, 2020


**ITEM:** Motion – Appointment to Summer Sundaze Concert Series Committee

**FINANCIAL IMPACT:** None.

**SYNOPSIS:** The Board is asked to approve the appointment of Board member, Rick Swalwell, to the Summer Sundaze Concert Series Committee. This committee will advise staff on the selection of bands for a new concert series to be held at the Jamie Hurd Amphitheater on Sundays in June and July. Several community members will be serving on the committee along with the Board representative.

**BACKGROUND:**

**RECOMMENDATION:** Staff and the Chair recommend that the Board approve the appointment.

**Prepared by:** Sally Ortgies, Director of Parks and Recreation   
**Approved for Content by:** Sally Ortgies, Director of Parks and Recreation  
**Accepted for Park Board Agenda:** Sally Ortgies, Director of Parks and Recreation

# CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION

**DATE:** October 19, 2020

- ITEM:** Public Hearing – Valley View Park Aquatic Center, 3 Meter Diving Platform
1. Resolution – Approval of Plans and Specifications
  2. Motion – Receive and File Report of Bids
  3. Resolution – Approve Contract

**FINANCIAL IMPACT:** Total contract amount of \$159,800.00. The project will be paid with budgeted CIP funds from G/L account 500.000.000.5250.490. Funding will be covered out of available funds in the Valley View Park Aquatic Center, 3-Meter Diving Platform account (0763 001 0510 051 2020).

**BACKGROUND:** The Council is asked to approve the plans and specifications for the Valley View Park Aquatic Center, 3 Meter Platform and to receive and file the report of bids that is attached. One (1) bid was received for the project with the lowest responsible bid submitted by Minturn, Inc of Brooklyn, Iowa. The preliminary estimated cost prepared by Water's Edge for the project was \$185,000.

This resolution is to add a Three Meter Platform on the east side of the Deep Pool at Valley View Aquatic Center. A new one-meter platform will also be moved to the east to meet clearance requirements on each side of the one- and three-meter structures. The City will be able to reuse the existing diving board for the one-meter platform. The shade structure on the east side of the Deep Pool will be moved and re-installed to the north side of the pool. Pool ladders will be moved to better exit points for safety reasons and the concrete deck will be expanded on the east side to allow better patron flow around the one- and three-meter platforms. Valley View Aquatic Center will be one of only a few aquatic centers in Iowa to have a three-meter platform. Ames and Ankeny also have a three-meter platform.

**RECOMMENDATION:** That the Council hold the public hearing and pass the resolution to approve the plans and specifications, move to receive and file the report of bids, and award the contract for the Valley View Park Aquatic Center, 3 Meter Platform in the amount of \$159,800.00

**Lead Staff Member:** David Sadler, Superintendent of Parks

## STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

## PUBLICATION(S) (if applicable)

Published In	Des Moines Register
Dates(s) Published	October 9, 2020

## SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A
Date Reviewed	



**CITY OF WEST DES MOINES  
CITY COUNCIL MEETING COMMUNICATION**

**DATE:** October 19, 2020

**ITEM:** Motion – Approval to Purchase OmniDeck – Temporary Flooring and Field Cover – Signature Systems Group

**FINANCIAL IMPACT:** Expense of \$125,945.08, delivered. Budget code: 692.400.700.5400.750 – Equipment Miscellaneous

**BACKGROUND:** In order to operate a multi-use sports and event complex, temporary flooring and field covering will be needed for use in the MidAmerican Energy Company RecPlex ice arenas and fieldhouse. This will allow for maximum use of the facility for events including tournaments, concerts, and conventions .

Signature Systems Group, LLC is a worldwide leader in modular flooring systems. OmniDeck panels are strong and withstand substantial weight loads while protecting synthetic turf fields, ice rink surface and other court surfacing. The panels offer an innovative design that makes it the strongest and fastest deploying system to protect the property. ADA-compliant ramps connect on any side.


Attached is a proposal from Signature Systems Group. The turf, ice and court covering are included under the General Services Administration pricing.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the City Council approve the purchase of a temporary flooring and field cover from Signature Systems Group.

**LEAD STAFF MEMBER:** Ryan Penning, Superintendent of Recreation

**STAFF REVIEWS**

Department Director	Sally Ortgies, Director of Parks & Recreation 
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

**PUBLICATION(S)** (if applicable)

Published In	
Dates(s) Published	

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	
Date Reviewed	

## **CITY OF WEST DES MOINES CITY COUNCIL MEETING COMMUNICATION**

**DATE:** November 2, 2020

**ITEM:** Resolution – Approval of West Des Moines Deer Management Zone – 104 S. 1<sup>st</sup> Street

**FINANCIAL IMPACT:** There will be a minimal cost for signage to designate the hunting zone.

**BACKGROUND:** The City's hunting ordinance (Title 5, Chapter 2, Offences, Section 30, "Hunting") allows for the City Council to designate West Des Moines Deer Management Zones (WDMDMZ) on public and private property within the city limits by a resolution of the City Council. Hunting within these zones must take place in accordance with all regulations established in Section C of the hunting ordinance.

Due to the large number of deer in the area along the Raccoon River, staff is recommending that a new WDMDMZ be established in a section of publicly owned greenway along the Raccoon River. The proposed area is a parcel recently acquired by the City which will ultimately be utilized for additional recreational purposes. There are currently no developed park facilities within the zone area. See attached map for specific location.

If approved by the Council, hunting would begin this year during the second hunting season beginning December 1<sup>st</sup>. This would be the same hunting season that is currently used in both Southwoods Park and Raccoon River Park. Going forward, staff would propose that the hunting season for this location be the same as Raccoon River Park and Southwoods Park, which begins on October 1<sup>st</sup> of each year and runs through the end of the season as designated by the Iowa Department of Natural Resources. The end of the 2020-2021 season would be January 24, 2021.

All hunters will be required to apply for a City permit through the Parks and Recreation Department and need to meet all requirements of the Controlled Bowhunt Program. An orientation will take place with each hunter to ensure that they are knowledgeable of all rules and regulations prior to any hunting. Signs similar to those used in Southwoods Park and Raccoon River Park will be installed to notify park users of hunting activity. Since rules and regulations are in place to ensure safety, and there have been no safety issues since the program was initiated in West Des Moines in 2004, no areas of this property are planned to be closed to the public during the hunting season.

This item was discussed at the Public Safety Council Sub-committee meeting on October 2, 2020 with both members supporting the proposed zone. Public notice, location map and guidelines were mailed to adjacent property owners on October 13, 2020, with no comments or concerns returned.

**BACKGROUND:** A copy of the 2019-2020 Polk County Controlled Bowhunt Report is attached for your information.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the City Council approve the Resolution.

# CITY OF WEST DES MOINES

## CITY COUNCIL MEETING COMMUNICATION

**DATE:** November 16, 2020

**ITEM:** Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – MidAmerican Energy Company RecPlex – Exterior Signage

**FINANCIAL IMPACT:** None at this time. The preliminary estimated cost of the project is \$177,500.00. Project expenses will be paid from G/L account 692.400.700.5250.490.

**BACKGROUND:** A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, December 16, 2020, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, December 21, 2020. The contract would be awarded on Monday, December 21, 2020, and work would begin shortly thereafter. The project will begin this winter with completion anticipated in spring 2021.

This project will provide exterior building signage, vehicular wayfinding signage, pedestrian directional signage, and field identification/sponsorship signs. A comprehensive signage package is required to adequately identify the building and fields, as well as safe routes through the large 66-acre site.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council approve the Resolution.

**Lead Staff Member:** Ryan Penning, Superintendent of Recreation

### STAFF REVIEWS

Department Director	Sally Orgies, Director of Parks and Recreation
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

### PUBLICATION(S) (if applicable)

Published In	N/A
Dates(s) Published	

### SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split



# CITY OF WEST DES MOINES

## CITY COUNCIL MEETING COMMUNICATION

**DATE:** November 16, 2020

**ITEM:** Resolution - Order Construction and Notice of Public Hearing on Plans, Specifications, Form of Contract, Estimate of Cost, and Direct Advertisement of Bids – MidAmerican Energy Company RecPlex – Interior Signage

**FINANCIAL IMPACT:** None at this time. The preliminary estimated cost of the project is \$270,182.85. Project expenses will be paid from G/L account 692.400.700.5250.490.

**BACKGROUND:** A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, December 16, 2020, and a Public Hearing on the project scheduled for 5:35 p.m. on Monday, December 21, 2020. The contract would be awarded on Monday, December 21, 2020, and work would begin shortly thereafter. The project will begin this winter with completion anticipated in spring 2021.

This project will provide signage throughout the interior of the RecPlex. The signage package includes signage for wayfinding, destinations, room designations, life safety and accessibility, sponsorship recognition/naming rights, and a donor recognition wall. The signage reflects requirements of the Development Services, Fire, and EMS Departments. Due to the size of the facility, a comprehensive signage package is needed to adequately provide for accessibility and safety of guests.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council approve the Resolution.

**Lead Staff Member:** Ryan Penning, Superintendent of Recreation

### STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

### PUBLICATION(S) (if applicable)

Published In	N/A
Dates(s) Published	

### SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

# CITY OF WEST DES MOINES

## CITY COUNCIL MEETING COMMUNICATION

**DATE:** November 16, 2020

**ITEM:** Resolution – Award Construction Contract – MidAmerican Energy Company  
RecPlex – Retractable Seating

**FINANCIAL IMPACT:** Expense of \$55,054.00. Expenses to be paid from G/L account 692.400.700.5250.490.

**BACKGROUND:** Approval of this contract authorizes TownsEnd Company of Urbandale, Iowa to furnish and install retractable bleacher seating for the hardwood courts in the fieldhouse.

TownsEnd Company has installed the majority of retractable seating in high school gymnasiums across the state of Iowa including West Des Moines Valley and Waukee High Schools. The retractable seating is being purchased through TIPS (The Interlocal Purchasing Systems). TIPS is a national purchasing cooperative that offers access to competitively procured purchasing contracts to its membership. The project includes a standard one (1) year warranty.

The project is scheduled to begin in February and be completed by late March. There is a 10 to 12-week lead time on these specific products.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council approve the Construction Contract with TownsEnd.

**Lead Staff Member:** Ryan Penning, Superintendent of Recreation

### STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

### PUBLICATION(S) (if applicable)

Published In	N/A
Dates(s) Published	

### SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

**CITY OF WEST DES MOINES  
CITY COUNCIL MEETING COMMUNICATION**

**DATE:** November 16, 2020

**ITEM:** Resolution – Award Construction Contract – MidAmerican Energy Company  
RecPlex – Scoreboards

**FINANCIAL IMPACT:** Expense of \$114,062.00. Expenses to be paid from G/L account 692.400.700.5250.490.

**BACKGROUND:** Approval of this contract authorizes the Varsity Group of Urbandale, Iowa to furnish and install nine scoreboards, four sets of shot clocks, two “count down” clocks and two sets of hockey goal lights.

Since 2001, Varsity Group has specialized in sports equipment and digital displays and has continued to grow in the high school sports marketing and branding industry. The Varsity Group has installed scoreboards for both West Des Moines Valley and Waukee High Schools. The scoreboards, shot clocks and goal lights are being purchased through Keystone Purchasing Network. Keystone Purchasing Network is a national cooperative purchasing program offering premier products and excellent services at competitive pricing. The project includes a standard one (1) year warranty.

The project is scheduled to begin in December and be completed by February 1. There is an 8 to 10 week lead time on these specific products.

**OUTSTANDING ISSUES:** None.

**RECOMMENDATION:** That the Council approve the Construction Contract with Varsity Group.

**Lead Staff Member:** Ryan Penning, Superintendent of Recreation

**STAFF REVIEWS**

Department Director	Sally Ortgies, Director of Parks and Recreation
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

**PUBLICATION(S)** (if applicable)

Published In	N/A
Dates(s) Published	

**SUBCOMMITTEE REVIEW** (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split